

Public Art Application

Part 1. APPLICANT INFORMATION

Name: _____ Telephone: _____

Organization (if applicable): _____

Address: _____

Email Address: _____

Part 2. PROJECT OVERVIEW

Title of Artwork: _____

- ☐ Sculpture
- ☐ Mural/Painted Surface
- ☐ Functional Art (e.g., artist-designed benches, bike racks, or lighting)
- ☐ Mixed Media Installation (e.g., wood, stone, metal, glass, fabric, or digital elements)
- ☐ Monument/Commemorative
- ☐ Interactive/Kinetic
- ☐ Other: _____

Part 3. DESCRIPTION & VISUALS

Please Provide a Detailed Description of the Artwork

Theme: _____

Materials Used: _____

Dimensions: _____

Colours: _____

Other: _____

Sketch or Rendering: Please attach to this Application Form

Part 4. COMMUNITY BENEFIT & POLICY ALIGNMENT

Provide a written explanation describing how the proposed artwork will:

- Support the goals in the Town’s **Downtown Action Plan** and/or **Economic Development Plan**
- Complement downtown aesthetics and beautification goals
- Benefit the broader **Comox community**

Part 5. INSTALLATION DETAILS

Preferred Location for Installation: _____

Installation Method: _____

Required Equipment of Infrastructure (if any): _____

Part 6. MAINTENANCE & DECOMMISSIONING PLAN

Describe the ongoing care the artwork will require, who will be responsible, and a plan for eventual removal or decommissioning:

Part 7. BUDGET & MATERIALS LIST

Estimated Budget: _____

Funding Source: _____

List of Materials: _____

Part 8. APPLICANT ACKNOWLEDGEMENT

By signing below, I confirm that:

- I have read and understood the Town of Comox Public Art Policy (CCL-082).
- I acknowledge full responsibility for installation, maintenance, and decommissioning costs.
- I agree that the artwork remains my property and may be requested for removal at the discretion of the Town.

Date:	Applicant Signature:
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Submit completed form to:

Town of Comox, Corporate Services Department
1809 Beaufort Avenue
Comox BC V9M 1R9
Or, Email: town@comox.ca

Part 9. FEE PAYMENT DETAILS

Please check all that apply:

- ☐ \$50 fee attached
- ☐ Fee waived (check if applicable and provide documentation):
- ☐ Indigenous Artist
- ☐ Youth Artist (under 25)
- ☐ Resident of Comox
- ☐ Pearl Ellis Gallery Submission (automatically exempt)

Part 10. OFFICE USE ONLY

Application Received By: _____

Date Received: _____

Fee Received: Yes ☐ No ☐

Referred To:

- ☐ Pearl Ellis Gallery
- ☐ Comox Archives & Museum
- ☐ Other: _____